



**WINCHESTER COMMON COUNCIL  
IN REGULAR SESSION  
APRIL 28, 2015**

**DRAFT**

A regular session of the Winchester Common Council was held on Tuesday, April 28, 2015, in the Council Chambers, Rouss City Hall. President Willingham called the meeting to order at 6:00 p.m.

**PRESENT:** Councilor Evan Clark, John Hill and Corey Sullivan; Vice-President Milt McInturff; City Councilor Kevin McKannan and William Wiley; Mayor Elizabeth Minor; Vice-Mayor Les Veach; President John Willingham (9)

**ABSENT:** None (0)

**MOMENT OF SILENCE** – President Willingham led the citizens and councilors in a Moment of Silence.

**PLEDGE OF ALLEGIANCE** – Mayor Minor led the citizens and councilors in the Pledge of Allegiance.

**APPROVAL OF MINUTES** – April 14, 2015 Special Meeting, April 14, 2015 Regular Meeting, and April 14, 2015 Work Session

Vice-President McInturff moved to approve the minutes as presented. *The motion was seconded by Councilor Wiley then unanimously approved by voice-vote.*

**REPORT OF THE MAYOR**

Mayor Minor wished everyone a Happy Apple Blossom. She stated she hoped everyone has a wonderful time but is also safe and careful.

**REPORT OF THE CITY MANAGER**

City Manager Eden Freeman stated the Apple Blossom Festival is upon us again and she reminded the residents to obey the no parking signs, barricades and detour routes and to also not bring pets or any other prohibited items in the Old Town area or to festival activities. All of the restrictions are to keep everyone safe. The details on the restrictions can be found on the City's website by clicking on the Apple Blossom Festival button. She also reminded residents and businesses to not call 911 or the Police non-emergency number for general festival inquiries. She stated the Volunteers in Policing will be staffing two hot lines on Friday and Saturday for those with festival questions. Those numbers are 540-545-4737 and 540-545-4738. Safety notices will also be sent out through the City's new Shenandoah Apple Blossom Festival app and the City's new emergency notification system. Ms. Freeman also reminded those residents and

businesses that have refuse collection on Friday to put their trash out late on Thursday evening as trash collection will occur at 5:00 a.m. on Friday morning so the City can get the roads clear in time for the Fireman's Parade that evening. Ms. Freeman announced that in addition to the Apple Blossom Festival, the City has had a busy week being recognized by several organizations. Winchester ranked third out of 125 cities across the country studied by ValuePenguin.com as one of the best places in the U.S. for Athletic Trainers to live. A Virginia is for Lovers blogger included Winchester in its list of 15 Virginia Foodie Towns to try in 2015. Culturetrip.com listed Winchester in their list of 10 Beautiful Towns in the Shenandoah Valley. And then finally, the Shenandoah Apple Blossom Festival was nominated by USA Today readers as one of the Top Southern Events and voting for the best festival is currently ongoing.

## **REPORT OF THE CITY ATTORNEY**

City Attorney Anthony Williams stated he did not have a report.

## **PUBLIC HEARINGS**

### **1.1 R-2015-10: Resolution – Approval of the 2015 Annual Action Plan for the use of CDBG and HOME Allocations**

*President Willingham asked if there was anyone wishing to address Council. Seeing none, he closed the public hearing at 6:05 p.m.*

Vice-President McInturff moved to approve R-2015-10. *The motion was seconded by Mayor Minor then unanimously approved by voice-vote.*

## **2.0 PUBLIC COMMENTS**

Vivian Walker of 417 Highland Avenue spoke in regards to the Frederick Douglas Family Day event and asked Council for support for the event in the budget.

Isaac Sarver of Senator Mark Warner's office in Roanoke, Virginia, stated he was looking forward to working with the City leaders and community leaders and offered to do what he could to assist from the federal perspective.

*President Willingham asked if there was anyone else wishing to address Council. Seeing none, he closed the public hearing at 6:09 p.m.*

## **3.0 CONSENT AGENDA**

### **3.1 R-2015-11: Resolution – Approval for an application for grant funding through the Virginia Department of Historic Resources for the purposes of preparing a PIF for the Northeast Winchester Historic District**

### **3.2 R-2015-14: Resolution – Adoption of the City of Winchester's FY2016 Strategic Plan Goals, Vision 2018 Statement and Mission Statement**

Vice-Mayor Veach asked that item 3.2 (R-2015-14) be removed from the Consent Agenda.

Vice-President McInturff moved to approve the remaining items on the Consent Agenda. *The motion was seconded by Councilor Clark then unanimously approved by voice-vote.*

**R-2015-14:** Resolution – Adoption of the City of Winchester’s FY2016 Strategic Plan Goals, Vision 2018 Statement and Mission Statement

Vice-Mayor Veach questioned whether or not the changes made at the April 14, 2015 Work Session were incorporated into the resolution. Ms. Freeman stated she did not update the PowerPoint slides shown at the Work Session but the resolution has been updated.

Vice-President McInturff moved to approve R-2015-14. *The motion was seconded by Vice-Mayor Veach then unanimously approved by voice-vote.*

President Willingham stated he would entertain a motion to add to the agenda an additional member to the Environmental Sustainability Taskforce each to a four year term expiring December 31, 2019. *The motion was made by Vice-President McInturff, seconded by Councilor Clark, and approved unanimously by voice-vote.*

#### **4.0 AGENDA**

**4.1 Motion** to appoint \_\_\_\_\_ as a member of the Social Services Advisory Board for a four year term expiring March 31, 2019

Councilor Clark moved to appoint Sara Dillard to the Social Services Advisory Board. *The motion was seconded by Councilor Wiley then unanimously approved by voice-vote.*

**4.2 Motion** to appoint \_\_\_\_\_ as a member of the Fire Code Board of Appeals for a five year term expiring June 30, 2020

Vice-President McInturff moved to appoint Tim Koppenhaver to the Fire Code Board of Appeals. *The motion was seconded by Councilor Clark then unanimously approved by voice-vote.*

**4.3 Motion** to appoint \_\_\_\_\_ and \_\_\_\_\_ as members of the Winchester-Frederick County Tourism Board each for a three year term expiring June 30, 2018

Vice-President McInturff moved to appoint Priya Patel and Kristin Laise as members of the Winchester-Frederick County Tourism Board. *The motion was seconded by Vice-Mayor Veach then unanimously approved by voice-vote.*

- 4.4 Motion** to appoint \_\_\_\_\_ as a member of the Winchester-Frederick County Tourism Board to an unexpired term ending June 30, 2017

Mayor Minor moved to appoint Dan Martin as a member of the Winchester-Frederick County Tourism Board. *The motion was seconded by Vice-President McInturff then unanimously approved by voice-vote.*

- 4.5 Motion** to appoint \_\_\_\_\_ and \_\_\_\_\_ as members of the Environmental Sustainability Taskforce each to a four year term expiring December 31, 2019

Vice-President McInturff moved to appoint Isaiah Walston, Tim Koppenhaver, and Chad Braun-Duin as members of the Environmental Sustainability Taskforce. *The motion was seconded by Councilor McKannan then unanimously approved by voice-vote.*

- 4.6 Motion** to reappoint \_\_\_\_\_ as a member of the Winchester-Frederick County Tourism Board to a four year term expiring March 31, 2019

Vice-President McInturff moved to reappoint Eric Campbell as a member of the Winchester-Frederick County Tourism Board. *The motion was seconded by Councilor Wiley then unanimously approved by voice-vote.*

## **5.0 EXECUTIVE SESSION**

- 5.1 MOTION TO CONVENE IN EXECUTIVE SESSION PURSUANT TO §2.2-3711(A)(7) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF RECEIVING LEGAL ADVICE FROM THE CITY ATTORNEY AND LEGAL CONSULTATION REGARDING THE SUBJECT OF SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY THE CITY ATTORNEY AND MATTERS OF ACTUAL OR PROBABLE LITIGATION AND PURSUANT TO §2.2-3711(A)(1) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF INFORMATION REGARDING THE SUBJECT OF THE EMPLOYMENT, ASSIGNMENT, PERFORMANCE AND APPOINTMENT OF SPECIFIC PUBLIC OFFICERS APPOINTEES, AND EMPLOYEES OF THE CITY OF WINCHESTER.**

Vice-President McInturff moved to convene into executive session at 6:14 p.m. *The motion was seconded by Councilor Wiley then unanimously approved by voice-vote.*

Vice-President McInturff moved to reconvene in open session at 6:58 p.m. *The motion was seconded by Councilor Wiley then unanimously approved by voice-vote.*

Upon returning, each member certified that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were discussed during the closed meeting, and that only those

public business matters identified in the motion which convened the closed meeting were heard, discussed, or considered during the closed meeting.

*A roll call vote was taken, the ayes and nays being recorded as shown below:*

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Councilor Clark	Aye
Councilor Hill	Aye
Vice-President McInturff	Aye
Councilor McKannan	Aye
Mayor Minor	Aye
Councilor Sullivan	Aye
Vice-Mayor Veach	Aye
Councilor Wiley	Aye
President Willingham	Aye

President Willingham stated he would entertain a motion to add to the agenda a resolution regarding the acceptance and appropriation funds for 126-128 East Cecil Street for use as a pocket park in furtherance of the Green Circle Trail Network. *The motion was made by Vice-President McInturff, seconded by Mayor Minor, and approved unanimously by voice-vote.*

A resolution regarding the purchase, acceptance, and appropriation of funds for 126-128 East Cecil Street for use as a pocket park in furtherance of the Green Circle Trail Network.

Vice-President McInturff moved to approve the resolution for 126-128 East Cecil Street. *The motion was seconded by Councilor Wiley then unanimously approved by voice-vote.*

President Willingham stated he would entertain a motion to add to the agenda a motion releasing the hiring freeze with regards to the Parks and Recreation Director position only and authorize the City Manager to proceed with advertising and hiring for the position. *The motion was made by Vice-President McInturff, seconded by Councilor Clark, and approved unanimously by voice-vote.*

Motion to release the hiring freeze with regards to the Parks and Recreation Director position only and to authorize the City Manager to proceed with advertising and hiring for the position

Councilor Clark moved to release the hiring freeze with regards to the Parks and Recreation Director position only and to authorize the City Manager to proceed with advertising and hiring for the position. *The motion was seconded by Councilor Hill then approved unanimously by voice-vote.*

Ms. Freeman stated to provide some more context for the lifting of the hiring freeze, the City's Parks and Recreation Director, Jenny Jones, has submitted her resignation as she has accepted a position with the City of Lynchburg as their

new Director of Parks and Recreation. Jenny's last day with the city will be May 25, 2015 and the City wishes her the best with all of her future endeavors.

## **6.0 ADJOURNMENT**

Vice-President McInturff moved to adjourn the meeting at 7:00 p.m. *The motion was seconded by Councilor Wiley then unanimously approved by voice-vote.*

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Kari J. Van Diest, CMC  
Deputy Clerk of Council